

For: State and County Offices

APSS Software for Processing “Batch” DMLA-III Payments for All DMLA-II Recipients

Approved by: Deputy Administrator, Farm Programs



1 Overview

A

Background

On March 8, 1999, the first \$200 million **DMLA-I** program was announced.

The FY 2000 Agricultural Appropriations Act provided for a second \$125 million **DMLA-II** program.

The FY 2001 Agriculture Appropriations Act provides for a third DMLA-III program that provides for:

- supplemental payments to producers who received payment under DMLA-I and DMLA-II
- payments to **new** DMLA-III producers where applications and payments are processed in 1 real-time function.

County Release No. 449 provides APSS software for processing **only** the “batch” **DMLA-III** supplemental payments to DMLA-I and DMLA-II recipients.

Do not install County Release No. 449 until all DMLA-I and DMLA-II correction transactions have been completed.

All DMLA-I and DMLA-II payment recipients are entitled to the DMLA-III subsidiary payment.

Future APSS software releases will provide for processing payments to **new** DMLA-III producers.

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Disposal Date	Distribution
December 1, 2001	State Offices; State Offices relay to County Offices

1 Overview (Continued)

B

Purpose

This notice provides APSS instructions for:

- processing payments to all DMLA-II recipients in a “batch” process using a new predetermined DMLA-III payment rate
 - printing **DMLA-III** Payment Statements during the batch process
 - printing stored **DMLA-III** Payment Statements.
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2 DMLA-III Basic Program Information

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Basic Facts

About DMLA-III

DMLA-III:

- software installation will inhibit **all** DMLA-I and DMLA-II processing capabilities
 - policy **requires** DMLA-III “batch” payments to be processed first; therefore, “new” DMLA-III processing will be **inhibited** until the DMLA-III “batch” process is successfully completed, and additional software is provided
 - basic program information is as follows:
 - eligible dairy producers may receive a direct payment limited to **39,000** hundredweight (cwt) of milk marketed commercially in the United States during calendar years 1997, 1998, and 1999 as well as to new dairy producers in 2000
 - all eligible dairy producers under DMLA-III will be paid on milk marketed commercially in the United States at the same payment rate of **\$0.6468 per cwt**
 - payments will be made to dairy producers who were paid under DMLA-II, without a signup, by a “batch” process
 - “new” producers in 2000 and producers under DMLA-II who were paid on less than 12 months production, will be paid at the **\$0.6468** rate **after** the:
 - “new” DMLA-III signup period ends January 15, 2001
 - “batch” DMLA-III process is successfully completed according to paragraph 5.
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2 DMLA-III Basic Program Information (Continued)

B

Program Codes and Refused Payments

The automated accounting code for DMLA-III:

- disbursements is “01DMLA3”
- overpayments is “01DMLA3”
- assignments on joint payments is “01DMLA3”.

Producers can be flagged for “refused” DMLA-III payments:

- before the “batch” payment process
 - during “new” DMLA-III producer payment processing at a later date.
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3 DMLA-III Payment Rate Table

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DMLA-III Payments

The predetermined payment rate for DMLA-III “batch” and “new” DMLA-III producers is **\$0.6468** per cwt.

The DMLA-III “batch” payment process will:

- use DMLA-II application production data to calculate the DMLA-III “batch” payment amount
- limit payment to **39,000 cwt** as applicable
- issue the **DMLA-III** “batch” payments using the predetermined payment rate of **\$0.6468** per cwt.

Example: If the stored cwt of DMLA-II data is:

- **greater than** 39,000 cwt, then DMLA-III payment calculation is: **39,000** cwt (times) \$0.6468 = **\$25,225.20**
 - **less than** 39,000 cwt, then DMLA-III payment calculation is: **Actual** cwt (times) \$0.6468 = payment.
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4 Getting Started with DMLA-III Processing

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Accessing DMLA Processing Menu County Offices shall access DMLA Processing Menu PMA000 according to the following table.

Step	Action	Result
1	On Application Selection Menu FAX07001: <ul style="list-style-type: none"> ENTER "13", "Price Support" PRESS "Enter". 	Price Support Main Menu PCA005 will be displayed.
2	On Menu PCA005: <ul style="list-style-type: none"> ENTER "10", "Perform Special Functions" PRESS "Enter". 	Special Price Support Functions Processing Menu PCA000 will be displayed.
3	On Menu PCA000: <ul style="list-style-type: none"> ENTER "2", "Perform Dairy Market Loss Assistance (DMLA) Processing Functions" PRESS "Enter". 	DMLA Processing Menu PMA000 will be displayed. Note: This could take several minutes.

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4 Getting Started With DMLA-III Processing (Continued)

B
DMLA
Processing
Menu PMA000

The following is an example of the updated DMLA Processing Menu PMA000.

COMMAND	PMA000
Dairy Market Loss Assistance Program - PROCESSING MENU	

*1.	Entering DMLA-III Application Data and Issuing Payment (New DMLA-III's Only)
*2.	Reserved
3.	Issuing DMLA-III Batch Payments
4.	Canceling DMLA-III Payables
*5.	Recording DMLA-III Overpayments/Underpayments
6.	Print Stored DMLA-I and DMLA-II Payment Data
7.	Print Stored DMLA-III Payment Data
*8.	Issue Canceled/Failed DMLA-III Payments
9.	Flag Refused Payments
21.	Return To Application Selection Menu
22.	Return to Office Selection Menu
23.	Return to Primary Selection Menu
24.	Sign Off
Enter option and press the "Enter" key	
Cmd3=Previous Menu	

Installing County Release No. 449 activates option:

- "3" to issue DMLA-III "batch" payments, according to paragraph 5
- "4" to cancel DMLA-III payables, according to paragraph 8
- "6" to print "stored" DMLA-I and DMLA-II data, according to paragraph 10
- "9" to flag refused DMLA-III batch payments, according to paragraph 6
- "7" to print stored DMLA-III data, according to paragraph 10.

Future software releases will activate option:

- "1" to process "new" DMLA-III's, according to paragraph 7
 - "5" to record DMLA-III over/underpayments, according to paragraph 9.
-

5 Processing DMLA-III Batch Payments

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Initiating Batch Payment Processing

To initiate the DMLA-III “batch” payment process, on DMLA Menu PMA000”

- ENTER “3”, “Issuing DMLA-III Batch Payments”
- PRESS “Enter”.

Note: This process could take several minutes.

Screen PMB35000 will be displayed and allow for processing these DMLA-III functions:

- printing prepayment summary reports
- issuing payments in batches
- issuing payments with setoffs
- issuing payments with assignments.

The following is an example of Screen PMB35000 that will be displayed in the DLMA-III “batch” payment process.

DMLA PAYMENTS	077-MARTINDALE	PMB35000
DAIRY MARKET LOSS ASSISTANCE	Version: AA55	01-01-00 14:06 Term C5

Dairy Market Loss Assistance Program for payment year: 2001

Do you wish to print the DMLA **Pre-Payment** Summary Report? (Y or N) . .

Do you wish to issue DMLA **Payments** as a batch process? (Y or N) ##### . .

Do you wish to issue DMLA **Payments** with Setoffs? (Y or N) ##### . .

Do you wish to issue DMLA **Payments** with Assignments? (Y or N) ##### . .

Press “Enter” To Continue Cmd7=End of Job

These are required entries.

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5 Processing DMLA-III Batch Payments (Continued)

B

**Entries on
Screen
PMB35000**

Process DMLA-III “batch” payments according to the following table.

IF the question is...	THEN, when entry is...
Do you wish to print DMLA-III Pre-Payment Summary Report?	<ul style="list-style-type: none"> • “Y”, print the Pre-Payment Summary Report • “N”, do not print the Pre-Payment Summary Report.
Do you wish to issue DMLA-III Payments as a batch process?	<ul style="list-style-type: none"> • “Y”, process: <ul style="list-style-type: none"> • 1 payment to applicable operation (entity) ID # • 1 payment to each “multiple producer” ID # • 1 DMLA-III Payment Statement for each payment. • “N”, issue no DMLA-III payments.
Do you wish to issue DMLA-III Payments with Setoffs?	<ul style="list-style-type: none"> • “Y”, process: <ul style="list-style-type: none"> • 1 payment to applicable operation (entity) ID # • 1 payment to each multiple producer ID # • setoff(s) as applicable • 1 DMLA-III Payment Statement for each payment. • “N”, do not issue DMLA-III payments with setoffs.
Do you wish to issue DMLA-III Payments with Assignments?	<ul style="list-style-type: none"> • “Y”, process: <ul style="list-style-type: none"> • 1 payment to applicable operation (entity) ID # • 1 payment to each multiple producer ID # • assignment(s) and joint payments as applicable • 1 DMLA-III Payment Statement for each payment. • “N”, do not issue DMLA-III payments with assignments and joint payments.
Important: “Y” answers to multiple questions at 1 time could result in very lengthy processing time.	

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5 Processing DMLA-III Batch Payments (Continued)

C

**DMLA-III Batch
Payment
Sequence**

Based to the selections made according to subparagraph A, DMLA-III:

- Pre-Payment Statements shall:
 - allow users to review calculations before “batch” payments issue
 - list all payments on 1 document
 - payments and Payment Statements shall be processed automatically:
 - as CCC-184’s and EFT’s, as applicable
 - as any combination of CCC-184’s and EFT’s
 - except when producers are flagged for refused payment.
-

D

**Formula for
DMLA-III Batch
Payments**

For all DMLA-II payment recipients, the DMLA-III “batch” payment process:

- uses the rates in paragraph 3 to calculate DMLA-III “batch” payment
- limits step 1 calculation to 39,000 cwt, as applicable.

Note: See subparagraph 7 H for an example of a “batch” Payment Statement.

- allocates the result to the shares, as applicable.
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5 Processing DMLA-III Batch Payments (Continued)

E Processing DMLA-III Pre- Payment Summary Reports

To print a **DMLA-III** Pre-Payment Summary Report:

- on Screen PMB35000:
 - ENTER “Y” to the applicable question, according to subparagraphs A and B
 - PRESS “Enter”
 - Screen PMA97000 will be displayed
- on Screen PMA97000, enter the:
 - printer ID to be used
 - number of copies to be printed.

After entries have been completed on Screen PMA97000, PRESS “Enter”. Informational Screen PME00005 will be displayed as shown in the following example.

077-MARTINDALE	PME00005
DAIRY MARKET LOSS ASSISTANCE SCREEN	Version: AB55 01-01-00 14:10 Term C5
PY 2001	
DAIRY MARKET LOSS ASSISTANCE	
Printing DMLA-III Pre-Payment Summary report.	

Continued on the next page

5 Processing DMLA-III Batch Payments (Continued)

F

DMLA-III Batch Payments and Payment Statements

When users select to issue **DMLA-III** batch payments according to subparagraph A, the following sequence will occur:

- Informational Screen PME00005 will be displayed with the following message, “payments are processing”
- Screen PMA97000 will be displayed and allow the user to enter:
 - printer ID to be used to print **DMLA-III** Payment Statements
 - number of copies of each Payment Statement to print.

After entries have been completed on Screen PMA97000, PRESS “Enter”. Screen PCE99910 will be displayed as shown in the following example.

DMLA Payment Statement	077-MARTINDALE	PMB70005
	Version: AB55	01-01-00 14:10 Term C5
PY2001 DMLA-III # MULTI DAIRY MARKET LOSS ASSISTANCE (DMLA-III) DMLA-III PAYMENT STATEMENT should now be printing on P. . Do you want to reprint this form? (Y or N) . . Press “Enter” To Continue		

The **DMLA-III** batch payment process, as applicable, will:

- issue 1 payment to the applicable operation ID number
- issue 1 payment to each “multiple producer” ID number
- print 1 **DMLA-III** Payment Statement for each application.

When the batch payment process is completed, Menu PMA000 will be redisplayed.

6 Flagging Individuals for Refused Payment for the DMLA-III Batch Payment Process

A

Flagging Refused Payments

Refused payments **must** be flagged according to the following paragraph **before** the DMLA-III “batch” payments process is initiated according to paragraph 5.

DMLA-III applications can be flagged for **refused** payment for 1 or more “multiple producers”.

To flag refused payments, on DMLA Menu PMA000:

- ENTER “9”, “Flag Refused Payments”
- PRESS “Enter”.

The following sequence will occur:

- self-explanatory Screens PMA31000, PMB04000, and PMA31010 will be displayed, in that order, and allow the user to identify the DMLA application number and the contact producer for which a **refused** payment is to be flagged
- Screen PMA90000 will be displayed and:
 - list all producers on the selected application with the refused payment flag defaulted to “N”
 - allow the user to ENTER “Y” after name of producers for refused payments.

After entries are completed on Screen PMA90000, PRESS “Enter”:

- flagged payments will be refused when payments are processed
 - DMLA Processing Menu PMA000 will be redisplayed.
-

7 Processing “New” **DMLA-III** Applications and Payments in 1 Function

A “New” **DMLA-III** Producer Data

After software is provided for this purpose, to enter “new” **DMLA-III** application data, on DMLA Processing Menu PMA000:

- ENTER “1”, “Entering DMLA-III Application Data and Issuing Payment”
- PRESS “Enter”.

Screen PMB03000 will be displayed to identify the **contact** producer for whom “new” **DMLA-III** data will be entered.

The following is an example of Screen PMB03000 for entering basic **contact** producer information.

077-MARTINDALE		PMB03000	
DAIRY MARKET LOSS ASSISTANCE		Version: AA52 01-01-00 14:06 Term C5	
<p>Enter Contact Producer’s Last Name COW or</p> <p>Contact Producer’s ID (Numeric) and (Optional) Type (S, I, E or T) . .</p> <p>Program Year 2001 DMLA-III Number (N)ew . .</p>			
<p>Press “Enter” To Continue Cmd3=Previous Menu Cmd7=End of Job</p>			

On Screen PMB03000 the:

- program year “01” is system-displayed and cannot be changed
- system defaults to “New” in **DMLA-III** number field and cannot be changed
- system assigns the **DMLA-III** number beginning with the next available number for the applicable County Office.

After all entries have been completed on Screen PMB03000, PRESS “Enter”. Screen PMB03010 will be displayed.

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7 Processing “New” **DMLA-III Applications and Payments in 1 Function (Continued)**

B
“New”
DMLA-III
Producer
Verification

The e following is an example of Screen PMB03010 that system-displays **Contact** producer information for verification.

077-MARTINDALE		PMB03010	
DAIRY MARKET LOSS ASSISTANCE		Version: AA52 01-01-00 14:06 Term C5	
Contact Producer's Last Name	COW	Producer's ID	222 22 2222 S
Program Year	2001	DMLA-III Number	1
Contact Producer's Name	(First Middle Last Suffix)		
	BILL COW		
Producer's Address	RR 1 BOX 74		
	PHILLIP, MS 38950-9603		
Is this the correct producer? (Y or N) . .			
Press “Enter” To Continue Cmd3=Previous Menu Cmd7=End of Job			

After user verifies producer information and PRESSES “Enter”,
Screen PMB01000 will be displayed.

Continued on the next page

7 Processing “New” DMLA-III Applications and Payments in 1 Function (Continued)

C

“New”

**DMLA-III Screen
PMB01000**

The following is an example of Screen PMB01000. The following information will be displayed:

- DMLA payment year
- the question, “Does this DMLA Application have multiple producers?”.

SIGN-UP	077-MARTINDALE	PMB01000
DAIRY MARKET LOSS ASSISTANCE	Version: AA52 01-01-00 14:06 Term	C5
<hr/>		
BILL COW	PY 2001	DMLA-III # 1
Dairy Market Loss Assistance (DMLA-III) Process for payment year: 2001		
Does this DMLA-III Application have multiple producers? (Y or N) . .		
Press “Enter” To Continue Cmd7=End of Job		

IF the entry is...	THEN PRESS “Enter” to display...	AND go to...
“N”	Screen PMB10000	subparagraph F
“Y”	Screen PMB02000	subparagraph D.

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7 Processing “New” **DMLA-III Applications and Payments in 1 Function (Continued)**

D
“New”
DMLA-III
Multiple
Producers

The following is an example of Screen PMB02000 for recording **DMLA-III** multiple producers.

SIGN-UP		077-MARTINDALE	PMB02000
DAIRY MARKET LOSS ASSISTANCE		Version: AA52 01-01-00 14:06 Term C5	
BILL COW		PY 2001	DMLA-III # 1
Enter the Last Name or ID Number for the producer who will share in the proceeds of this DMLA-III .			
Last Name			
ID Number (Numeric)			
Are there additional producers? (Y or N) . .			
Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job			

After all multiple producer entries have been recorded on Screen PMB02000, PRESS “Enter”. Screen PMB02500 will be displayed.

Continued on the next page

7 Processing “New” **DMLA-III Applications and Payments in 1 Function (Continued)**

E
“New”
DMLA-III
Multiple
Producer Shares
and Flagging
Producers for
Refused Payment

The following is an example of Screen PMB02500 for recording **DMLA-III** multiple producer shares and flagging producers for refused payment.

SIGN-UP		077-MARTINDALE	PMB02500
DAIRY MARKET LOSS ASSISTANCE		Version: AA5201-01-00 14:06 Term C5	
BILL COW		PY 2001	DMLA-III # 1
Enter each producer’s share in this DMLA-III as a whole percentage. Total DMLA-III Percent to be allocated: 100			
NAME	PERCENTAGE (%)	REFUSED PYMT	
BILL COW	45	N	
MIKE HART	55	N	
Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job			

On Screen PMB02500:

- shares must be entered as a whole percentage and total 100 percent
- “flag” a producer on this payment for “refused” payment by changing default “N” flag to “Y”

After all entries have been completed, PRESS “Enter”. Screen PMB10000 will be displayed.

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7 Processing “New” DMLA-III Applications and Payments in 1 Function (Continued)

F “New” DMLA-III Milk Marketed

The following is an example of Screen PMB10000 for entering **DMLA-III** milk marketed in the applicable year, see subparagraph 2 A.

SIGN-UP	077-MARTINDALE	PMB10000
DAIRY MARKET LOSS ASSISTANCE	Version: AA52 01-01-00 14:06 Term	C5
BILL COW		
PY 2001 DMLA-III # 1		
Enter Name of Dairy Operation from FSA-1040: ROBERT’S MOO COWS		
Enter Milk Marketings (production) for only the applicable calendar year in whole pounds :		
<u>Calendar Year</u>	<u>Production in Whole Pounds</u>	
2000 Production	9,999,999 lbs. 100,000,000 cwt. 39,000 cwt.	
Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job		
Production has been limited to the maximum allowable quantity of 39,000 cwt.		

Screen PMB10000 requires entry of the:

- name of the dairy operation
- applicable milk production in whole pounds.

On Screen PMB10000, when the milk production in whole pounds has been entered, PRESS “Enter” to:

- convert the pounds entered to cwt and display the result
- when applicable:
 - system-limit the result to 39,000 cwt
 - display the message, “Production has been limited to the maximum allowable quantity of 39,000 cwt”.

PRESS “Enter” to continue. Screen PMB10005 will be displayed.

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7 Processing “New” DMLA-III Applications and Payments in 1 Function (Continued)

G “New” DMLA-III Payment Summary Screen PMB10005

The following is an example of Screen PMB10005 which shall display DMLA-III payment summary data as shown.

SIGN-UP	077-MARTINDALE	PMB10005	
DAIRY MARKET LOSS ASSISTANCE	Version: AA52 01-01-00 14:06 Term	C5	
BILL COW			
PY 2001 DMLA-III # 1			
DMLA-III Payment Summary			
<u>Year</u>	<u>Allowable Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
2000	39,000 cwt	0.6468	25,225.20
Press “Enter” to store data for upload to KCMO and to print DMLA-III Application Data Statement.			
Press “Enter” To Continue Cmd3=Previous Screen Cmd7=End of Job			

The following information will be displayed on Screen PMB10005:

- the production year
- the allowable production used to calculate payment
- payment rate of \$ **0.6468** in the payment rate field, see subparagraph 2 B
- payment amount in the payment amount field.

On Screen PMB10005, PRESS “Enter” to continue processing according to subparagraph H.

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7 Processing “New” DMLA-III Applications and Payments in 1 Function (Continued)

H “New” DMLA-III Payments and Application Payment Statements

The following is an example of the DMLA Application Data (payment) Statement that:

- will be printed for “new” DMLA-III producers
- can be distinguished from DMLA-II payments by the “payment year”.

U. S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation DMLA Application Payment Statement			
Name & Address of Contact Producer	Program	St. & Co. Codes	
BILL COW RR 1 BOX 74 SOMETOWN, ZZ 33333-3333	DMLA-III	28-083	
This Dairy Market Loss Assistance program payment calculation will be based on the information provided on form FSA-1040 by producer(s) shown below.			
Name of Dairy Operation: Robert’s Moo Cows			
DMLA-III Number: 00001			
Payment Year: 2001			
Transaction Date: 12-15-00			
<u>Year</u>	<u>Allowable Production</u>	<u>Payment Rate</u>	<u>Payment Amount</u>
2000	39,000 cwt.	0.6468	\$ 25,225.20
<u>PRODUCER</u>	<u>ID NUMBER</u>	<u>SHARE</u>	<u>DMLA AMOUNT</u>
BILL COW	222 22 2222	45 %	11,351.34
MIKE HART	777 77 7777	55 %	13,873.86
<div style="display: flex; justify-content: space-between;"> <div> Date </div> <div> NAME & ADDRESS OF COUNTY FSA OFFICE Martindale County FSA Office Box 66, RD # 1 Martindale, ZZ 99992-9987 </div> </div>			
This program or activity will be conducted on a nondiscriminatory basis without regard to race, color, religion, national origin, age, sex, marital status, sexual orientation or disability.			

After the payment statement has printed, DMLA Processing Menu PMA000 will be redisplayed.

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8 Canceling DMLA-III Payables

A

Canceling DMLA-III Payables

To cancel any “batch” or “new” DMLA-III producer payables for payments that have been issued, on Menu PMA000:

- ENTER “4”, “Canceling DMLA-III Payables”
- PRESS “Enter”
- Screen PMB03000 will be displayed.

Cancel payables according to the following table.

Step	Action	Result
1	On Screen PMB03000: <ul style="list-style-type: none">• enter the “DMLA-III Number” of the application to be canceled• PRESS “Enter”.	Screen PMB04000 will be displayed.
2	On Screen PMB04000: <ul style="list-style-type: none">• select the desired producer “Seq Num”• PRESS “Enter”.	Screen PMB03010 will be displayed.
3	On Screen PMB03010: <ul style="list-style-type: none">• ENTER, as applicable, “Y” or “N” to the question, “Is this the correct producer?”• PRESS “Enter”.	If the answer is: <ul style="list-style-type: none">• “Y”, Screen PMB40000 will be displayed showing the following original applications:<ul style="list-style-type: none">• payment year• payment date• payment amount.<p>Note: The message, “This process will cancel ALL payments (CCC-184 and EFT) issued to ALL producers on this DMLA-III application.” will be displayed.</p>• “N”, Screen PMB03000 will be redisplayed. Go back to step 1.
4	On Screen PMB40000: <ul style="list-style-type: none">• ENTER, as applicable, “Y” or “N” to the question, “Do you wish to cancel this DMLA-III Application’s Payment?”• PRESS “Enter”.	Processing will continue as determined by Accounting according to the status and method of payment. After Accounting finishes processing, Menu PMA000 will be displayed. If “N” is entered, Menu PMA000 will be displayed.

9 Recording DMLA-III Overpayments/Underpayments

A Overpayments and Underpayments Payables

A **future** release will provide APSS software for processing DMLA-III **overpayments/underpayments**. to:

- change a quantity of allowable milk production
 - change a producer(s) shares
 - record an overpayment and create a receivable
 - record an underpayment and issue an additional payment
 - change any name and/or ID
 - add or delete producer(s).
-

10 Printing Stored DMLA Payments Statements

A Stored Payment Statements

At any time **after DMLA-I, DMLA-II or DMLA-III** payments have been issued, County Offices can print stored DMLA Payment Statements.

To print stored DMLA Payment Statements, on Menu PMA000:

- ENTER “7”, “Print Stored DMLA Payment Data”
- PRESS “Enter”.

Screen PMA01500 will be displayed.

On Screen PMA01500:

- enter application number to be printed
- PRESS “Enter”.

Screen PMA97000 will be displayed.

On Screen PMA97000:

- enter the printer ID to be used
- enter the number of copies requested
- PRESS “Enter”.

Screen PMB70005 will be displayed.

Note: PMB70005 will display the question, “Do you want to reprint this form? (Y or N)”.
